

**Name of Committee**: Community Use of Schools Community Advisory Committee

**Meeting Date**: Tuesday, December 13, 2022

A meeting of the Community Use of Schools Community Advisory Committee convened on **December 13, 2022,** from 8:002 a.m. to 9:37 a.m. via Zoom with Judy Gargaro presiding.

| **Attendance via Zoom**:**Also present were TDSB Staff:** | **Judy Gargaro** (Etobicoke Philharmonic Orchestra), **Lynn Manning** (Girl Guides of Canada, Ontario Council), **Graham Welsh** (Toronto Sports Social Club), **Heather Mitchell** (Toronto Sports Council), **Susan Fletcher** (SPACE), **Susan Orellana** (Jack of Sports Foundation, **Elizabeth(Liz) Pounsett** (Young People’s Theatre), **Jonathan Wood** (Toronto Accessible Sports Council), **Sam Glazer** (Congregation Beth Haminyan), **Debbie King,** (Trustee), **Alex Viliansky** (Felix Swim School), **Dave** **McNee** (Quantum Sports and Learning Association),**Maia Puccetti** (Executive Officer, Facilities & Planning), **Jonathan Grove** (Senior Manager, Operations, Maintenance & Community Use), **Ugonma Ekeanyanwu** (Facility Permitting Team Leader), **Meenu Jhamb** (Administrative Assistant), **Gleneth Joseph,** (Senior Permit Clerk) |
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| Regrets: | **Ndaba Njobo** (Facility Permitting Coordinator), **Patrick Rutledge** (Big League Book Club), **Dennis Keshinro** (Belka Enrichment Centre), **Alan Hrabinski** (Toronto Basketball Association) |
| Guests: | **Serban Genu,** (Benjamin Basketball), **Doug Blair** (North Toronto Soccer Club), **Nick Hurtado** (North Toronto Soccer Club), **Andres Tucci Clarke**, COO, Sistema Toronto Academy, **Wade Cameron**, North York Aquatic Club, **Jessica Murphy** (ED of Leacock Foundation), **Carmine Grisolia** (Edgely Soccer Club), Alan Fung (Leaside Badminton Club), **Sharon Beeston** (Guest, Ward 11) |

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| **ITEM** | **DISCUSSION** | **RECOMMENDATION/ MOTION** |
| **Call to Order / Acknowledgement of Traditional Lands / Welcome and Introductions / Approval of Quorum** | * The meeting was called to order by Judy Gargaro at 8:02 a.m
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| **Approval of Agenda** | * Agenda approved.
 | Susan FletcherGraham Welsh |
| **Approval of Minutes** **November 8, 2022** | * Minutes approved.
 | Alex VilianskyLynn Manning |
| **Conflict of Interest Declaration** | * Nil
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| **Delegations** | * Nil
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| **Permit Unit Update** | **Update on Ongoing Items** **Permit Update–** The last date for permits for this year is December 18, 2022. Winter permits are to start on January 3, 2023, a week before schools resume. Childcare centers are operating on December 28, 29 & 30th and arrangements have been made with Caretaking and Facility Team Leaders for the smooth operation of childcare centers during this period. The permit department is aiming to open applications for the outdoor season and March break camps sometime in 2nd or 3rd week of January 2023. TDSB schools are closed during the March break for learning.  Only the 44 LNSP schools and schools used by Parks and Rec are open for March break programming and the rest of the TDSB schools are closed for permits during March break. A list of 44 LNSP schools, with a map, is located on the TDSB website. Note that the TDSB is committed to finding funding for free permits in the LNSP schools and receives no grant money from the Ministry of Education. The permit department is closed for the week of December 23rd, 2022, although Ndaba and Ugonma are on call if needed.* **Definition of ‘Participants’** – After discussing this item in various meetings with TDSB Legal and TDSB Risk Management department, it has been concluded that the Board will move away from the term “spectators” and instead prefers to use the term “**Participants”.** ‘Spectators’ are connected to tournament activity where the number of attendees to an event are unknown. Several factors led to making this distinction for routine permit activitysuch as 1. Clear definition of term “Participants vs Attendees”, 2. To capture CUS (Community Use of Schools) Ministry required stats accurately, 3. Ensure insurance policies provide adequate coverage for permits, 4. Ensure that adequate caretaking is provided to cover permits.

After discussing this item internally with the Legal and Risk department, staff has arrived at the following decisions for the terms **“Participants Vs Attendees”****Participants:** Coaches, volunteers, players, and all who are actively involved in the permit**Attendees:** Participants and all who attend the school venue because of the permit e.g., parents for pickup and drop off.**Impact*** This change in language will have no effect on insurance as insurance is permit specific and covers all who are associated with the permit. Groups are required to ensure that their insurance policy is up to date.
* No impact on permit cost or permit categorization as this depends on the organization, the activity, and the purpose of the activity
* No change or impact to the Community Use of Schools Policy 011 or Procedure 666

**Next Steps*** A meeting with eBase will be set up in the new year to add clarifying questions to the Permit Detail page and it is our hope that this will be done by September 2023.
* Permit Rules and Regulations are going to be revised and updated
* All changes are to be implemented in the 2023/2024 school year
* There was a discussion around this: As the collective number of both the participant and attendees is dependent on the number of people allowed in any particular building due to building code, how would the permit holders know the capacity of each building? Staff shared that number of individuals allowed in each building is going to be made available on the Permit application page for permit holders. The estimated cumulative total of people (both attendees and participants) who might be in the space has to be provided in advance to comply with building codes.
* It was asked –How are permit holders expected to provide the cumulative number if there are a number of rolling groups of people coming to the building at different time slots during the full duration of the permit? This involves a risk of the cumulative number being higher than the maximum number of individuals allowed in the building. Staff responded that the Board needs time until September 2023 to operationalize the process and different scenarios are to be kept in mind while determining the process.
* When asked if the term “**Attendees”** includes spectators as well in case of tournaments and concerts. Staff reiterated that the term “**Attendees”** does not include spectators. Staff further clarified that the term “**Attendees”** includes people about whom we know in advance that they will be attending, and spectators fall in the category of unanticipated who might show up.
* Committee members were reminded that permits for tournaments and special events are processed differently, with different rates and insurance requirements.
* **Increased ventilation issues –** Alan Fung (permit user for Leaside Badminton Club at Leaside High School) brought up an issue of ventilation systems being turned on to a very high level that interrupts the flight of the badminton birds making it impossible to have an unaffected game.  Understanding that this may be due to covid protocols, Alan would like to submit a request if ventilation can be changed on a timer during the Tuesday and Thursday rentals. Staff shared that due to covid the Board has a mandate for increased ventilation, and air handlers are designed to let fresh air into the building for the safety of the occupants. The air handler unit cannot be turned off; however, this will be further discussed within TDSB to come up with some alternate options. Board staff may be able to reduce the air speed and the amount of airflow while it still remains turned on. There are some additional HEPA units that might help supplement air quality. Staff will report back with findings in the January meeting.
* **Buildings with no air conditioning –** Staff responded that adding an air conditioning unit into a space typically requires modifications to the windows to handle condensation and the requirement to send it outside. Installing a panel in the window is also not a feasible option as it raises a host of concerns from a security point of view. Stand-alone Units are also problematic as they would need emptying and someone who has to be designated to turn the units off and provide oversight for usage. Fans might be an option. This item needs to be further discussed within TDSB; however, TDSB might be able to offer other buildings with air conditioning as an alternative. An update might be provided in the February 2023 meeting.
* **Permits between 3-6 p.m -** Committee members have been experiencing issues with securing school spaces and are not sure whom to contact to get these issues addressed for permits between 3-6 p.m. Staff responded that the availability of school space between 3-6 p.m. is at the discretion of the Principal. The permit department does not have much control over that; however, the school superintendent can be involved if there are any concerns as they have a systemwide perspective. This committee is concerned that leaving it up to individuals to speak to a principal or superintendent does not promote equitable use of schools or provide a consistent mechanism to share concerns.

Staff agreed to research what guidelines are available for after-school use permits between 3-6 p.m. and will share them with this committee in the next meeting.  | **ACTION:** Jonathan Grovewill provide and Update at the March CUCSCAC Meeting**ACTION:** Jonathan Grovewill provide an update at the January CUCSCAC MeetingA**CTION:** M. Puccetti will provide an update at the February CUCSCAC Meeting**ACTION:** Jonathan Grove to provide an update at the January CUSCAC Meeting |
| **Safety in Schools and Community Report** | * Jim Spyropoulos could not attend CUSCAC, however, Executive Officer, Maia Puccetti shared the salient points of this report:

This group might have heard in the news about concerns related to student and community safety across the city and in TDSB schools. TDSB is concerned and willing to be involved and provide options and opportunities for students and the community. “Safety in Schools and Community Report” was recently presented to Planning & Priority Committee and contains a lot of useful data and recommendations in terms of the action plan. This committee plays an important role in supporting programs that serve many TDSB students and community members, which might be helpful in strengthening and augmenting the work that needs to be done to serve high-need communities. In response to the voice of students and the community, Board will work with community partners to expand learning and recreational program offerings including tutoring and mentorship outside of regular school hours. Board will expand partnerships with community agencies which may involve the physical presence of agencies to work with students in schools during the regular day. Board is also looking at creating a series of expert table reference groups that will consider the approaches to support the safety and well-being of children and the youth. There was a Trustee motion as well to once again go back to the province in highlighting the importance of reinstating priority school initiative funding which was removed a couple of years ago. For the TDSB, this amounted to 77 schools, each receiving $34,000 to fund permits.Trustee King added that the Board members heard directly from parents, students, and teachers on behalf of children and community members for approximately 3 hours. There was a heavy focus on reiterating the urgency, barriers, and need for resources and how the lack of resources has impacted our communities in a number of ways. Community members also talked about the importance of having a caring adult interacting with students who can really understand the lived experiences of the different students.Trustee King further mentioned that there was a second motion as well to make sure that we are creating tables of conversations at local levels while we have an expert team working at a system level, to ensure the different needs of communities are met.Susan Fletcher mentioned that the SPACE Coalition group has been advocating for the reinstatement of the Priority School Initiative (PSI) funding with the province ever since it was cut as well as the reinstatement of funding for the community outreach coordinators, who worked directly with the local levels. Judy Gargaro requested that a copy of the report and the motion be shared with this committee. Committee members shared their concerns that historically the TDSB's conceptualization of ‘partnership’ has been very narrow.  While CUSCAC sees partnerships as collaborative we feel the TDSB sees partnerships as ‘business’. We request that the TDSB identifies ‘partnerships’ loosely, so as to not raise unintended barriers while providing for equity of access across communities. | **ACTION:** M. Puccetti will provide updates to CUCSCAC as action plans are implemented and evaluated.CUSAC requests that staff work with the Partnerships office to get clarity on ‘non-business’ partnerships. |
| **Outstanding Action Items** | * **Pools Working Group Update**: Alex Viliansky expressed gratitude from various groups for the hard work that TDSB staff has been doing to make facilities available. He further expressed growing concerns shared by a few groups as a couple of facilities are closed for maintenance. As TDSB is the largest stakeholder in providing aquatics facilities groups are affected when pools are not available. He understands that maintaining these buildings with pools requires a lot of effort, however, he is requesting a projected schedule of which pools will be closed and when. Staff shared that this schedule can be provided to this group and further that this report is also provided to Trustees twice a year, filtered for gymnasiums, auditorium, fields and swimming pools. Staff further mentioned that the lead time on mechanical equipment is currently haywire and is delayed from the previous 6 weeks to 7-8 months. Note that although this is affecting the maintenance schedule, however, the report should give the Pools Working Group and idea of what projects are in development and an estimate of completion time.
* Susan Orellana stated that it has been difficult for her organization to run the programs in absence of an estimated schedule and has been receiving backlash from the community. Staff responded that TDSB has already taken steps to address this issue as providing better/accurate information on pool closures is a priority for the TDSB for a variety of reasons. A specific group is already working to address these issues and an update can be provided in the February meeting.
* **Exterior Facilities Working Group**: Nil Report. Note that when applications are opened groups would appreciate earlier access than previously permitted.
* **Communication and website Working Group Updates**: Nil Report. There is a meeting already booked for January 2023.

**AGM*** Judy Gargaro mentioned that it was fantastic to attend the in-person AGM, and the turnout was good too. There was a fair amount of interest in positions for this committee. Alan Hrabinski, Lynn Manning & Sam Glazer have retired from the committee. New elected committee members are Jessica Murphy and Warren Kung. Trustee King is also the newly assigned Trustee for the next 12 months. The new term begins in January, when the committee will elect the co-chair.  Current members requested feedback on our draft onboarding process from the new committee members, in order to finalize the document.
* ACTION: Jessica Murphy agreed to provide feedback.

  | **ACTION:** Jonathan Grove to provide an update at the February CUSCAC Meeting |
| **Trustee Report** | * Trustee King shared:
* New Board of trustees sworn in on November 15, 2022.
* Trustee King represents Ward-7.
* Out of the total 22, 11 are new and 11 are returning and there is a broad representation in terms of background & experience that new trustees bring to the board.
* Trustee King was involved with Parent Engagement committee before. Many Trustees have government backgrounds due to their professional work and there is a fair representation in terms of ethnicity, race, and age.
* The recent labour action resulted in the loss of some permit use.  The TDSB is waiting for the agreement to be ratified and hopes there will be no further labour disruption.
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| **Other Business** | * Committee Goals: This committee was waiting for the recently accepted report from Michele Munroe (Community Engagement Office) and we can now set goals at the January meeting.
* Members wished to thank the staff for their great support to this committee.
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| **Adjournment** | * 9:37 a.m. Motion to adjourn
 | Susan Fletcher |
| **Next Meeting Date** | **10 January 2023**, **8:00 a.m. via ZOOM****Join Zoom Meeting**https://tdsb-ca.zoom.us/j/97191936626?pwd=OTV0cWtWdEdkZG4xU042bWtWbTRjZz09 |  |

**Acronyms**

PSI – Provincial School Initiative FOY – Focus on Youth

LNSP – Local School Neighbourhood Program FBEC – Finance Board Enrolment Committee

PPF – Priority partnership funding GSN – Grant for Student Needs

PPC – Planning and Priority Committee PSSC – Program School Services Committee